



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*REVISED 02-07-2017**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** February 1, 2017

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of February 6, 2017

<b>February 6, 2017 Monday</b>	Parks Committee	9:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
<b>February 7, 2017 Tuesday</b>	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
<b>February 8, 2017 Wednesday</b>	No Scheduled County Meetings		
<b>February 9, 2017 Thursday</b>	<b>*Finance Committee (Agenda Revised)</b>	<b>8:30 a.m.</b>	<b>Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson</b>
	Zoning Board of Adjustment – Site Inspections	10:15 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>February 10, 2017 Friday</b>	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	<b>*WI River Rail Transit Commission (WRRTC) (Agenda Added)</b>	<b>10:00 a.m.</b>	<b>Dane County Highway Garage 2302 Fish Hatchery Rd, Madison</b>
<b>February 11, 2017 Saturday</b>	No Scheduled County Meetings		
<b>February 12, 2017 Sunday</b>	No Scheduled County Meetings		

Parks Committee Agenda  
Jefferson County  
Jefferson County Courthouse  
311 S. Center Avenue, Room 202  
Jefferson, WI 53549

Date: Monday, February 6, 2017

Time: 9:30 a.m.

Committee members: Foelker, Matt  
Kelly, Mike  
Nass, Steve  
Payne, Laura  
Tietz, Augie

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee minutes for December 12, 2016
6. Communications
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Amending the Jefferson County Parks Ordinance to:
  - a. Limit use of Non-Motorized Vehicles on Park Trails and Prohibit Hiking or Dog Walking on Designated Cross-Country Ski-Trails;
  - b. Allow Foraging in County Parks; and
  - c. Allow Parks Director to Assign a Designee to Issue Citations
9. Discussion and Possible Action on Annual Outdoor Recreation Aids Grant 2017-2018 WI DNR Snowmobile Trail Maintenance Program
10. Discussion and Possible Action on the installation of a controlled dusk to dawn gate at Carnes East and ownership of Jones Lane as it pertains to the Town of Jefferson
11. Discussion and Possible Action on entering into a Lease with the WIDNR for Management of the Palmyra Environmental Learning Center
12. Discussion and Possible Action on Professional Services for the Interurban Trail Project
13. Discussion and Possible Action on Event Planning for the Grand Opening of the Rock River Trail
14. Discussion on Vandalism in County Parks
15. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
16. Discussion on Payment for Tree Removal on Oxbow Bend
17. Review of Financial Statements (November 2016) and Department Update – Parks Department
18. Adjourn

Next scheduled meetings: March 6, 2017  
April 3, 2017  
May 1, 2017  
June 5, 2017

***A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.***

***Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***



**ADRC Advisory Committee Agenda**  
**Jefferson County Human Services Department**  
1541 Annex Road, Jefferson, WI 53549  
Health/Human Services Conference Room

Date: Tuesday, February 7, 2017

Time: 1:00 p.m.

**Committee Members:** Earlene Ronk, Chair; Carol Battenberg, Ellen Haines, Dan Krause, Russell Kutz, Marcia Bare, Carolyn Niebler & Connie Stengel, Ellen Sawyers

1. Call to order
2. Roll call (establishment of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of the ADRC Advisory Committee minutes from 12/6/2016
6. Communication – Budget Approval Letter from GWAAR
7. Public comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Advocacy Updates
9. Discuss ADRC Report, Dominic Wondolkowski – ADRC Supervisor
10. Discuss and review 2016 Nutrition Program Congregate and Home Delivered Meal participant survey and updates
11. Discuss and review Adult Protective Services 2016 WITS Reports and updates
12. Discuss and review ADRC Reliability and Consistency of ADRC Functional Screening and Options Counseling Report – Dominic Wondolkowski
13. Discuss and review 2016 Aging Unit Self-Assessment Plan
14. Discuss Transportation Program Updates
15. Review 2017 ADRC Annual Update
16. Discuss possible agenda items
17. Adjourn

Next scheduled meetings:     March 7, 2017  
   April 4, 2017  
   May 2, 2017  
   June 6, 2017

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**Finance Committee Agenda**  
**Jefferson County**  
Jefferson County Courthouse  
311 S. Center Avenue  
Room 112  
Jefferson, WI 53549

**\*REVISED 2-7-2017**

Date: Thursday, February 9, 2017

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George
	Hanneman, Jennifer (Vice Chair)	

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Approval of Finance Committee minutes for January 12, 2017. (8:30 a.m.)
6. Communication (8:35 a.m.)
7. Public comment (Members of the public who wish to address the Committee must register their request at this time)
8. **\*Discussion and possible action on approval of out of state travel for the Human Resources Director to attend the NPELRA conference in California.**
9. **\*Discussion and possible action on approval of out of state travel for the CJCC/Treatment Court Coordinator to attend the National Drug Court Institute Coordinator Conference in Nevada.**
10. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (8:55 a.m.)
11. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties.
12. Reconvene in open session (9:15 a.m.)
13. Discussion and possible action on foreclosing on tax delinquent properties (9:15 a.m.)
14. Review of the financial statements and department update for Preliminary December 2016-Finance Department (9:30 a.m.)
15. Review of the financial statements and department update for Preliminary December 2016-Treasurer
16. Review of the financial statements and department update for Preliminary December 2016-Child Support
17. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities (9:35 a.m.)
18. Discussion on 2016 projected budget expenditures vs. actual expenditures (9:40 a.m.)
19. Update on the ERP (Enterprise Resource Planning) system (9:45 a.m.)
20. Update on contingency fund balance (9:50 a.m.)
21. Set future meeting schedule, next meeting date, and possible agenda items (9:50 a.m.)
22. Payment of invoices (9:50 a.m.)
23. Adjourn (10:20 a.m.)

Next scheduled meetings:

Thursday, March 9, 2017 Regular Meeting
Thursday, April 13, 2017 Regular Meeting
Thursday, May 11, 2017 Regular Meeting
Thursday, June 8, 2017 Regular Meeting

***A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.***

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## JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Janet Sayre Hoeft, Vice-Chair; Don Carroll, Secretary;  
Paul Hynek, First Alternate; Aari Roberts, Second Alternate

**PUBLIC HEARING** *BEGINS AT 1:00 P.M. ON THURSDAY, FEBRUARY 9, 2017 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

**CALL TO ORDER FOR BOARD MEMBERS** *IS AT 10:15 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

**SITE INSPECTION FOR BOARD MEMBERS** *LEAVES AT 10:30 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:15 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Approval of December 8, 2016 Meeting Minutes*
6. *Communications and Public Comment*
7. *Site Inspections – Beginning at 10:30 a.m. and Leaving from Room 203*  
*V1593-17 – Jim O'Donnell, N425 Oxbow Bend, Town of Koshkonong*  
*V1594-17 – James & Viola Behm, County Road A, Town of Oakland*
8. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
9. *Explanation of Process by Board of Adjustment Chair*

### NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

**NOTICE IS HEREBY GIVEN** that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, February 9, 2017 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

**V1593-17 – James & Peggy O'Donnell:** Variance from Sec. 14:6.3 of the Jefferson County Floodplain Ordinance to allow an attached garage at less than two feet above the 100-year flood elevation and from Sec. 14:5.2 for flood storage requirements as they may pertain to this request. The site is at **N425 Oxbow Bend** in the Town of Koshkonong, on PIN 016-0513-3412-019 (0.35 Acre) and is zoned Residential R-2.

**V1594-17 – James & Viola Behm:** Variance from Sec. 11.03(d)1 of the Jefferson County Zoning Ordinance to allow the development of a nine acre Natural Resource zone to be served by a 16.5-foot easement. The proposed Natural Resource zone is near **County Road A**, part of PIN 022-0613-2831-002 (50.65 Acres) owned by the Behms, with the easement to be on that PIN as well as on 022-0613-2831-000 (18.31 Acres) owned by Gregg and Jody Peter. These Town Oakland properties are currently zoned A-, Exclusive Agricultural.

**10. Discussion and Possible Action on Above Petitions**

**11. Adjourn**

**If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

## **I. JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT**

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

*A digital recording of the meeting will be available in the Zoning Department upon request.*

Additional information on Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

**AGENDA**  
**JEFFERSON COUNTY PLANNING**  
**SITE INSPECTION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:00 A.M. ON FRIDAY, FEBRUARY 10, 2017**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Communications
7. Site Inspections for Petitions to be Presented in Public Hearing on February 16, 2017:

**R3956A-17 – Charles & Christine Teich:** Create a 2.6-acre farm consolidation lot around the home and buildings at **N8825 Willow Road** from part of PIN 032-0814-1421-000 (31.133 Acres) in the Town of Watertown in accordance with Sec. 11.04(e) and 11.04(f)6 & 8 of the Jefferson County Zoning Ordinance.

**CU1911-17 – Scott Whiting/WZ LLC:** Conditional use under Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance to allow an extensive on-site storage structure of 1,904 square feet, 20 feet in height adjacent to **W9421 Porter Drive** in the Town of Oakland. The site is PIN 022-0613-0743-049 (0.269 Acre) and is zoned Residential R-1.

**R3957A-17 – Viola Behm:** Create a 9-acre Natural Resource zone near **County Highway A** in the Town of Oakland from part of PIN 022-0613-2831-002 (50.65 Acres) in accordance with Sec. 11.04(e) and 11.04(f)12 of the Jefferson County Zoning Ordinance..

**CU1909-17 – Boyd Rasmussen:** Conditional use under Sec. 11.04(f)2 Conditional uses of the Jefferson County Zoning Ordinance to sanction an extensive on-site storage structure totaling 1,800 square feet, 18 feet in height at **W3410 Crestwood Drive** in the Town of Cold Spring. The site is on PIN 004-0515-3413-001 (1.79 Acres) and is zoned Residential R-2.

**CU1910-17 – Donald Schneider:** Conditional use under Sec. 11.05(c)8. Of the Jefferson County Zoning Ordinance to extend approval for mineral extraction at **W393 Woodward Road** granted by CU231-87 and updated with CU1550-09, CU1569-09, CU1616-10 and CU1814-15. The site is in the Town of Cold Spring on PIN 004-0515-3621-000 (36.261 Acres) and is zoned A-1, Exclusive Agricultural. This conditional use also falls under the standards and requirements of NR135.

**CU1912-17 – Cold Spring Egg Farm Inc:** Conditional use under Sec. 11.04(f)6 and Conditional Uses a.3. of the Jefferson County Zoning Ordinance to allow expansion of the intensive agricultural poultry operation at multiple sites including **W2022, W2024, W2026, W2408 and W2410 State Road 59**. This proposal is to allow 50,000 animal units, up from the 27,275 animal units currently allowed. The sites are made up of PINs

024-0516-2032-000 (39.79 Acres), 024-0516-1941-000 (40 Acres), 024-0516-1942-001 (5 Acres), 024-0516-1912-000 (53.8 Acres) and 024-0516-1911-000 (105.146 Acres), 024-0516-3031-000 (31.274 Acres) and 024-0516-3031-001 (13 Acres) in the Town of Palmyra. This conditional use permit also falls under the standards and requirements of ATCP51 in the A-1, Exclusive Agricultural zone.

## **8. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).**

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# WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website [www.wrrtc.org](http://www.wrrtc.org)

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, February 10, 2017 Meeting Agenda  
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons  
FROM: Troy Maggied, WRRTC Administrator

## Wisconsin River Rail Transit Commission

Meeting Friday, February 10<sup>th</sup>, 2017 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

### ***WRRTC's Schedule of Meetings:***

2017
January 6
February 10
March 10
April 7
May 5
June 9
July 7
August 4
September 8
October 6
November 10
December 8

**NOTE:** The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

**NOTICE is sent to:** County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.  
***Thank you for your interest and assistance.***

*To learn more about WRRTC, please visit our website at [www.wrrtc.org](http://www.wrrtc.org)*

# Wisconsin River Rail Transit Commission

Meeting - Friday, February 10<sup>th</sup>, 2017 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

*10 minutes estimated | Action Items*

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Troy Maggied
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Maggied
4. Action Item. **Approval of Agenda** – Prepared by Maggied
5. Action Item. **Approval of draft January 2017 Meeting Minutes**– Prepared by Maggied
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Announcements by Commissioners** – No Discussion Permitted

## REPORTS & COMMISSION BUSINESS

*5 minutes estimated | Update and Action Item*

8. **WRRTC Financial Report** – Jim Matzinger, Accountant
  - Treasurer's Report for December and Payment of Bills

*5 minutes estimated | Discussion and Possible Action*

9. **Discussion and Possible Action on Amending 2017 and 2018 WRRTC Budget** – Jim Matzinger, WRRTC Accountant

*5 minutes estimated | Update*

10. **Wisconsin & Southern Railroad's Report on Operations** – WSOR
  - Update on Monthly Maintenance Activities
  - Update on Capital Projects
  - Other Continuing Issues/ Topics
  - Update on Business Development

*5 minutes estimated | Update*

11. **WisDOT Report** – Kim Tollers, Rich Kedzior, WisDOT

*5 minutes estimated | Update*

12. **WRRTC Correspondence/Communications and Administrator's Report** – Troy Maggied, Admin.

*5 minutes estimated | Discussion & Update*

13. **Discussion and Possible Action on 2016 WRRTC audit engagement letter** – Alan Sweeney, WRRTC Chair

*10 minutes estimated | Discussion & Possible Action*

14. **Discussion and Possible Action on Revenue Memorandum of Understanding By and Between the PRTC and the WRRTC** – Alan Sweeney, WRRTC Chair

*10 minutes estimated | Discussion & Possible Action*

15. **Discussion and Possible Action for scope of work and application for FRPP funding for stabilization of bridge A-428, and rails to trails conversion north of MP 7.97** – Alan Sweeney, Chair

*20 minutes estimated | Discussion & Possible Action*

16. **Discussion on the Duties of the WRRTC Administrator's Position** – Alan Sweeney, Chair

*5 minutes estimated | Discussion & Possible Action*

17. **Adoption of a Resolution thanking Mary Penn for her service to the WRRTC** – Alan Sweeney, Chair

18. Action Item. **Adjournment**